

NEWPORT COUNTY CONVENTION & VISITORS BUREAU

BOARD OF DIRECTORS MEETING

Tuesday, March 10, 2009

12:00 PM

HELD AT THE GATEWAY INFORMATION CENTER

3RD FLOOR MEETING ROOM

MEETING MINUTES:

The meeting was called to order at 12:07 pm by Chairman Len Panaggio.

BOARD MEMBERS IN ATTENDANCE WERE:

Len Panaggio, Stephen Coyne, Laurie Stroll, William Clarke, Greg Fater, Brian Arnold, Mark Stenning, Pieter Roos, Donna Kohler, Rocky Kempenaar, Charron Reed, Ed Silveira, Susan Samson, Karen Oakley, Katie Wilkinson

BOARD MEMBERS ABSENT & EXCUSED WERE:

Pieter Roos, Donna Kohler, Brian Arnold

BOARD MEMBERS ABSENT & NOT EXCUSED WERE:

None

STAFF PRESENT WERE:

Evan Smith, Cathy Morrison, Kathryn Farrington, Tim Walsh, Ellen

Crawley, Deb Gatta

MEMBERS OF THE PUBLIC IN ATTENDANCE WERE:

Jonathan Stevens

I. PREVIOUS MEETING MINUTES:

The previous meeting minutes for February 10, 2009 were reviewed. A motion to accept the minutes was made by Greg Fater and seconded by Mark Stenning. The motion passed unanimously.

II. TREASURER'S REPORT:

The financial report for February, 2009 was read by Mark Stenning. City Bed Tax for December, 2008 was down 4.96% and Regional Bed Tax was up 1.67 % for a combined YTD bed tax of - 3.36%. Mark reviewed the revenues and receivables for the month of February, 2009. A motion to accept the treasurer's report for the month's of February was made by Rocky Kempenaar and seconded by Katie Wilkinson. The motion passed unanimously.

III. PRESIDENTS REPORT:

Evan Smith reported on the following;

- The fiscal year will end in three weeks on March 31, 2009. Evan stated that with the adjustments that have been made, he feels confident the year will end on a balanced budget.**
- Evan invited the board members to two functions: A reception in honor of the twinning between Newport, Rhode Island and Kinsale,**

Ireland on March 12, 2009 and a Legislative Breakfast, sponsored by the Providence Chamber of Commerce on 3/30/09.

IV. STAFF REPORTS:

A. SALES REPORT:

Tim Walsh, Vice President of Sales, reported on the following:

- **The sales department very busy with upcoming client events & trade shows.**

B. MARKETING REPORT:

Kathryn Farrington, Vice President of Marketing, reported on the following:

- **Newport Restaurant Week, March 20-29th, has been extended to 2 weekends with over 28 restaurants including a few new participants.**
- **Six Newport chefs will participate in a culinary event at the RI Home Show March 26-29th, RI Convention Center, Providence.**

C. OPERATIONS REPORT:

Cathy Morrison, Vice President of Operations, reported on the following:

- **The information center is preparing for the upcoming spring/summer season**
- **The staff will be smaller and will include volunteers.**

V. PUBLIC COMMENTS:

Jonathan Stevens, Director of Economic Development with the City of

Newport, informed the BOD of the following:

- **New signage will be placed at the beginning and end of the Claiborne Pell (Newport) Bridge highlighting Visitor Center parking.**
- **The city is looking for a place to utilize the algae removed from the beaches turning it into compost for use on farms.**

VI. UNFINISHED BUSINESS:

- **Evan Smith stated the proposed budget for fiscal year starting 4/1/09, would be 7% less than 2008.**
- **There is a plan in place if the figures for the proposed 2009/10 budget fall below 7%. Discussion followed.**
- **A motion to approve the 2009/10 budget was made by Greg Fater and seconded by Bill Clarke. The motion passed unanimously.**

VII. NEW BUSINESS:

- **Greg Fater reported on the request for numerous Bristol Tourism related businesses to join the Newport County CVB. Discussion followed. Evan Smith will schedule a workshop to further discuss and explore Bristol's request.**
- **Evan presented the board with a list of (6) proposed legislative bills that effect Newport County Tourism. A motion to support bill #3, that would enable the City of Newport to collect outstanding delinquent bed taxes, was made by Greg Fater and seconded by Stephen Coyne. The motion passed unanimously. A motion to support bill #5, that would extend H2B status for 3 years, was made by Greg Fater and seconded by Susan Samson. The motion passed unanimously.**

VIII. ADJOURNMENT:

A motion to adjourn was made by Ed Silveira and seconded by Stephen Coyne. The motion passed unanimously. The meeting adjourned at 1:44 pm.

The next NCCVB board meeting will be held on Tuesday, March 10, 2009

**At the Gateway Information Center
3rd Floor Meeting Room**